

**School Board Meeting Minutes
Oakwood Primary School 2021
26 October 2021**

DATE:	26 October 2021	CHAIR PERSON:	<i>Cameron Hall</i>
TIME:	7.30pm	MINUTE SECRETARY:	<i>Nerida Bulich School Officer</i>

ATTENDEES:	Will Davis-Oakwood PS Principal, Nathan Jolly-Parent, , Renae Reid-Parent, Cameron Hall-Parent, Linda Starbuck-Oakwood PS Visual Art Teacher, Andrew McKerrell-Community Daniel Strange-Parent, Ebonee Goodings-Parent Rep, Aimee Turner-Oakwood PS Teacher, Michelle Totterdell-Community Member, Denika Meehan- Community Rep, Conny Burley-Parent
COMMUNITY ATTENDEES;	Nikki Fairhurst-OPS,
APOLOGIES:	Monique Tennyenhuis-MCS, Jo Hanson-Oakwood PS Teacher, Jacqui Norris-Community Rep

ITEM REF	ITEM	LED BY	DISCUSSION / PROGRESS REPORT	ACTION & TIMELINE
1.	Welcome Apologies Acceptance of previous minutes	Cameron Hall	Cameron - acknowledgment to country Previous minutes passed; all in favour-signed by Cameron	
2.	Business arising from previous minutes	Cameron Hall	<ul style="list-style-type: none"> Ben Colleja, has been locked in for the Business Review meeting. Ben is working with staff and leadership team for the business plan, and possibly P&C 	
3.	Board Chairperson's Report	Cameron Hall	<ul style="list-style-type: none"> Third and final school board, extended thanks to Nathan to early school years and contribution. The school has responded well to a challenging year. Strong engagement with the community and is evolving its all-school approaches to the best benefit of the students. This has seen the launch of Oakwood Learning to recognize the unique blend of intentional play and explicit teaching that Oakwood is becoming known for. We welcomed Michelle Totterdell as community members and Aimee Turner as a staff member following the departure of Michelle Nash. Last board meeting review of the six domains from The Standard for School Review from the Education Department. As we come towards the end of 2021 we look forward to the end of year school functions (which fingers crossed will be able to go ahead as planned this year) and the new challenges of 2022. This will see the 	

			<p>school's first review by the Department and the formulating of the new business plan to set the direction and targets for the next 3 years at Oakwood PS.</p> <ul style="list-style-type: none"> Finally, Term 1 2022 will also see a renewal of the school board membership to take the board forward from our second Term 1 meeting onwards. Elections will be held if necessary and current board members are welcome to put their hands up again for 1, 2 or 3 year terms of office. 	
4.	Principals Report	Will Davis	<ul style="list-style-type: none"> General Update: Roles focused on 2022, staffing finalised, appointments made by teachers, non-teaching is yet to be finalised. 2022-A fifth Pre Primary class has been opened. Prefer to start with smaller classes, more benefits to begin 2022 with five classes, including another EA and teacher. Future focused decision for our PP class structures are in place. There are four Year 4 classes and six classes across 5-6 years. Building for growth. Yr 1 is nearly full Unknown variable is future enrolments. Staff have been working on class formation; learning is the priority with positive environment. Balance classes and consistency. Classes will be released in the final week of term. Student's numbers looking at 822 for 2022. New Madora Bay Primary School borders align with Orelia Street in Madora Bay for new school opening in 2023. This is yet to been confirmed. Capacity for new Madora Bay is 650 students. Principal has been announced but no announced as the breach period is not over. Staffing Update: Staffing-6 positions to backfill due to pregnancies. Jo Hanson has won a Term 4 deputy position at Comet Bay PS, this may be extended, may or may not return. Stacey Hansord won a permanent position at SSEND. Term Planner: lots on Term 4, camp, book week, slime, swimming, Graduation, and board members welcome, to all events. Please let Will know. School Development Days 2022- 27 & 28 January, 25 January proposed to staff as tradeoff. PL for existing staff and induction for new staff. Staff will be working on the business plan. Other SDD are 4 March, 26 April and 18 July due to whole school PL availability. School Review, date is 24 February; electronic assessment to be submitted by the 15 February. Monique sat in for Webex, and this aligns with what we want to achieve, a clear emphasis for strength in areas we want to improve. Result of the review will be received and work with the school. Review team return either one, three or five years depending on support required and review outcomes. Covid vaccines- premier announced that all staff are to be double vaccinated by January 31 2022. Staff to get vaccinated ASAP. Medical exemption will be the only way to continue their employment, no religious factor considered. Redeployment may be a possibility for staff who are not. Anyone who works or contracted to work on school grounds must be vaccinated. Parents not needed. Is the candidate pool strong with more classes in 2022? There has been less graduates in 2020. We offered five permanent positions this year. David Mercer working as relief teacher for Term 4. Very happy with staff selection so far. 	
5.	Finance Update	Monique /Will	<ul style="list-style-type: none"> Voluntary Contributions- 2021 has been very positive with 66%. 	

	2019	2020	2021
Students enrolled	491	669	754
\$ received	\$15,360	\$18,469	\$24,995.30
% of student paid	62%	55%	66%

- The playground shade has been delayed; there is a wait for some materials. Supplier does not have due dates as yet, hopes to be in the next few weeks.
- COVID-19 cleaner 2022-no information from DoE to date.
- 2021 Operational OLB received and noted by Board
- Approved fundraiser-Story Dogs free dress day fundraiser on last day of T3 raised \$729.55
- Spending has closed. Finalising invoices.
- 2022 Student PIL and Vol Contributions schedule to be sent out to parents via FB, on the website, email and at information session for Kindy.
- 2022 Proposed Budget and CCM requests- presented at Finance committee. Proposed 2022 Budget to be finalised and presented at Board meeting Feb 2022.
- Operational One Line Budget Statement – Over view of 2021 Income and Expenditure figures, noted by Board.
- Minimum Expenditure Requirement Report-is Green and within the budget as required.

6.	Acknowledgement to Country	Denika Meehan	<ul style="list-style-type: none"> • Welcome to country is performed by an elder, Acknowledgement to Country can be done by anyone part of the school, meeting etc., can be aboriginal, but does not have to be. Elders or aboriginals can be asked to do Acknowledgment to country out of respect at assemblies or gatherings. Acknowledgment and Welcome to Country is performed out of respect, and a true sense of being and acknowledging the land on which you stand. Making a connection to the land, you are on. • Do not take anything from the land; leave the land as you found it. • Are there resources as to where each country is? 	Denika action
7.	School Review Items	Will Davis	<ul style="list-style-type: none"> • Attendance; Term 3 78.8%, up by 4.1 this year. Overall happy with attendance, would be over 80% if not for lockdown. Attendance is very strong for all like schools. Well down to Pre Primary and Year 1. • Behaviour: Term 3 43,000 positive tokens were given out, 1043 outdoor tokens given, 123 unproductive behaviours recorded. Lowest figure so far this year. Ratio 361:1 teach behaviour, highlight positive behaviour. PBS working on system define clearer minor and major behaviour. • NAPLAN: Year 3 graphs, reading, Year 5 tracking slightly below like schools. Year 3 least pleasing in reading. There were 36 Year 3 students starting when opened, only 25 remain of the 36, with a total of 100 current Year 3's currently. Observing this cohort has not had continuity. Continue with embedding in our Year 3 cohort. 	

			<ul style="list-style-type: none"> • Writing strong in Year 3 and Year 5. On the way up. Talk 4 Writing has been a large and positive impact, with masterclass training completed by staff. • Numeracy; more work to do. Working with Paul Swan and moving in the right direction, Year 5 did not make the trajectory. • Spelling mastery is used and 92% above cohort. • Grammar and punctuation, above the Australian means test. • There are areas where we can improve. 	
8.	Board Internal Review	Will Davis	<ul style="list-style-type: none"> • Will to send the link and analyse the first meeting back in Term 1. 	<i>Will to send link.</i>
9.	Review School Board Membership	Cameron Hall	<ul style="list-style-type: none"> • Term 1 2022 will be the last meeting for the elected members, election for re-election March 22. • Board Teacher positions up in March 2022 • Community members later • One space available community member (Nikki Fairhurst has expressed interest to apply for community member) • Offers of 1, 2 and 3 years occupancy • Communicate to Will for interest of school board continuance • Ebonee Goodings won't be returning in 2022 • Nathan Jolly has expressed interested for one more year, Renae Reid possibly 1 or 2 years 	<i>Members to inform Will to continue on Board in 2022</i>
10.	General Business	Cameron Hall	<ul style="list-style-type: none"> • Qu; Ebonee Goodings- Can the minutes from school board be on the school website? Will: yes • School board to contribute more to minutes, e.g. website, Facebook page • Qu; Ebonee Goodings- Can we get analytics on the website? Will: only administration rights • Ebonee Goodings: Can we put the voluntary contributions in the newsletter each term? 	Will to put minutes on website. Vol Cont Info to be put in newsletter
11.	Documents Attached		<p>Minutes 10 August 2021</p> <p>School Review Items</p> <p>School Board Survey (information only)</p> <p>School Board Register of Members</p>	

NEXT MEETING:	Feb 2022	MEETING CLOSED:	9.19pm	SIGNED:		
					CHAIRPERSON	DATE